

*Christopher L. Austin*  
*Clerk*



*United States Bankruptcy Court*  
*Eastern District of Wisconsin*  
*Office of the Clerk*

*126 U.S. Courthouse*  
*517 E. Wisconsin Ave.*  
*Milwaukee, WI 53202-4581*  
*414-297-3291*  
*FAX 414-297-4040*  
*www.wieb.uscourts.gov*

## **Miscellaneous Filing Requirements**

Documents not otherwise listed below, **including cover letters** Original + 1

### **Chapter 7**

Petition Original + 3  
\$200.00 (\$155.00 filing fee & \$ 30.00 administrative fee & \$ 15.00 trustee surcharge),  
**payment should be made in one check**

Amended Mailing Matrix Original  
(please see separate requirements for filing a matrix)

Proof of Claim Original

Reaffirmation agreement Original

Notices of: Sales, Abandonment, Compromise, Hearings filed by the Case Trustee Original + 3

### **Chapter 11**

Petition Original + 6  
\$830.00 (\$800.00 filing fee & \$ 30.00 administrative fee),  
**payment should be made in one check**

Amended mailing matrix Original  
(please see separate requirements for filing a matrix)

Monthly financial statements 2 copies

Proof of Claim Original

### **Chapter 12**

Petition<sup>1</sup> Original +4  
\$230.00 (\$200.00 filing fee & \$ 30.00 administrative fee),  
**payment should be made in one check**

Amended Plan Original + 2

Motion to:	Original + 2
Dismiss (debtor or creditor)	
Extend plan	
Modify Plan	

Objections	Original + 2
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### **Chapter 13**

Petition	Original + 2
\$185.00 (\$155.00 filing fee & \$ 30.00 administrative fee), <b>payment should be made in one check</b>	

Amended Plan	Original + 2
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Motion to:	Original + 2
Dismiss (debtor or creditor)	
Suspend, decrease, increase payments	
Extend plan	
Modify Plan	

Objections	Original + 2
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Application for hardship discharge	Original + 2
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### **Complaints**

Filing of complaint	Original + 1
\$150.00 filing fee	

B104 adversary proceeding cover sheet	Original + 1
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Summons	Original
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### **Transcripts**

All chapters	Original
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### **Conversion of Case**

Motion	Original + 4
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Upon filing the motion to convert from chapters 11, 12 or 13 to chapter 7,  
include a \$ 15.00 conversion fee.

Upon filing the motion to convert from chapter 7 or 13 to chapter 11,  
include a \$400.00 conversion fee.

### **Appeals**

Motion for Leave to File an Appeal	Original +2
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Notice of Appeal (\$5.00 filing fee \$100.00 docketing fee)	Original +2 +1 additional copy for each party named in the Notice of Appeal.
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